

STOCKBRIDGE-MUNSEE COMMUNITY  
REQUEST FOR PROPOSALS  
WATER RESOURCES PLANNING SERVICES

DECEMBER, 2015

I. INTRODUCTION

*The Stockbridge-Munsee Community ("Tribe"), a federally-recognized Indian tribe, is seeking proposals from qualified firms or individuals to provide Water Resource Planning Services. The successful bidder will be expected to improve the Tribe's current Nonpoint Source Pollution Assessment Report for 319 (h) eligibility and develop a Nonpoint Source Management Program Plan for 319 (h) eligibility with all necessary components and format required as set by the Environmental Protection Agency (EPA).*

II. SCHEDULE

*Sealed proposals for the services requested in the RFP **will be received until Tuesday January 26<sup>th</sup> 2016 at 4:30 PM**, Central Daylight Time. Proposal must be identified as being "Bid for Water Resource Planning Services" on the outside of the envelope. Proposals shall be delivered to the:*

*Stockbridge-Munsee Tribal Secretary*

*N8476 Moh He Con Nuck Road*

*P.O. Box 70*

*Bowler, WI 54416*

*Telephone: 715-793-4387*

*The Tribe anticipates that a successful bidder will be selected by the Tribal Council on or about February 2<sup>nd</sup>, 2016.*

III. PROJECT AND SCOPE OF SERVICES

*The Tribe is a federally-recognized Indian tribe with a reservation in central Wisconsin. The Tribe has approximately 1,600 members and employs individuals both in tribal government operations as well as through a number of tribal enterprises. The Stockbridge-Munsee Community Environmental Department is currently developing a Tribal Nonpoint Source*

*Pollution Program under Section 319 of the Clean Water Act. The scope of services include: (1) minor improvement of current Nonpoint Source Assessment Report for 319 (h), specifically Section 4: Land Use Summary needs to be updated with recent land use data, (2) completion of Nonpoint Source Management Program Plan.*

*The Nonpoint Source Management Program Plan shall reflect the Tribe's overall goal to protect and restore water quality. This will be achieved by forming partnerships, focusing attention on the various categories and subcategories water quality impairment at the watershed scale and to identify management practices to reduce NPS impairments. The Nonpoint Source Assessment Report outlines specific actions to improve the quality of reservation water resources based on a watershed approach, utilize effective and favorable BMPs, and grow regional partnerships with a myriad of stakeholders. Specific objectives of the assessment report include:*

- *Watershed condition through a technical summary*
- *Categorized NPS pollution effecting Tribal waters*
- *Describes existing Tribal, State, and Federal programs for controlling NPS*
- *Public outreach and improved Best Management Practice (BMP) selection*
- *Development of a comprehensive management plan from the assessment report and ID waters that will not meet water quality goals/standards without NPS control*
- *Identifies categories and subcategories of NPS which do not meet water quality standards and will require NPS control*

*The Tribe is requesting proposals from firms, non-profits, universities or individuals to provide Water Resource Planning services. More specifically, the Tribe requests that bidders provide revisions to the current Nonpoint Source Assessment Report and draft Nonpoint Source Management Program Plan complete with all required components and format as listed in the Handbook for Developing and Managing Tribal Nonpoint Source Pollution Programs Under Section 319 of the Clean Water Act.*

[http://water.epa.gov/polwaste/nps/tribal/upload/2010\\_02\\_19\\_nps\\_tribal\\_pdf\\_tribal\\_handbook2010.pdf](http://water.epa.gov/polwaste/nps/tribal/upload/2010_02_19_nps_tribal_pdf_tribal_handbook2010.pdf)

#### IV. STANDARDS AND QUALIFICATIONS

*No licensing is required, but documented experience with the development of similar products in the form of past reports and/or publications. Detail on publication in a reputable peer reviewed journal or model development for Federal or State agencies will improve bid proposals*

#### V. PROPOSAL REQUIREMENTS

*At a minimum, proposals must contain the following information. A proposal that does not contain this information shall be deemed non-responsible and is subject to rejection.*

- 1. Identify the bidder's qualifications to provide the services.*
- 2. Identify experience with previous EPA Clean Water Act Section 106 319 (h) Program Assessment Report and/or Management Program Plan, water resource program planning or other watershed planning efforts.*
- 3. Describe how bidder intends to provide these services.*
- 4. Identify the timeline for providing the services.*
- 5. Bidder can request Tribe's current Nonpoint Source Assessment Report.*
- 6. Identify fee for these services and, if any reimbursable expenses, specify what such costs will be in detail.*
- 7. Identify key personnel and the areas of responsibility, including the Owner's contact.*
- 8. Provide at least 3 references.*
- 9. Identify any deviations from this RFP.*

*Written questions concerning this RFP shall be forwarded, by fax, email or mail, to the Stockbridge-Munsee Tribal Secretary at N8476 Moh He Con Nuck Road, P.O. Box 70, Bowler, WI 54416 (fax: 715-793-4887) (email: [jerilyn.johnson@mohican-nsn.gov](mailto:jerilyn.johnson@mohican-nsn.gov)).*

## V. ADDITIONAL INFORMATION

*The successful bidder will be selected in accordance with tribal bid policies, as applicable. This RFP does not commit the Tribe to award a contract or pay any costs associated with the preparation and presentation of a proposal. The Tribe reserves the right to revise the selection process and, in its sole discretion, to accept or reject any or all responses to this RFP. The Tribe may negotiate with or request additional information from any or all considered bidders. The Tribe may waive informalities or irregularities in a proposal.*

*The successful bidder will be required to enter into a written contract with the Tribe. The successful bidder will be required to carry all appropriate insurance, such as professional liability, errors and omissions, general liability, vehicle and worker compensation coverages. The successful bidder must not engage in discriminatory conduct and may not be a barred contractor under tribal or federal contracting requirements.*